

CITY OF SAINT PAUL Mayor Christopher B. Coleman

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NWC S'MORE FUN SUMMER HANDBOOK 2010



Summer Program Dates: Wednesday, June 16 - Friday, August 27

<u>Closed dates:</u> Monday, July 5 (possibly other days during that time,

depending on enrollment numbers).

Summer Hours: 7:00 a.m. - 5:30 p.m. (late pick-ups will be logged and charged a fee).

Summer Contracts: Summer Registration will run from April 6 – April 30.

After May 3, changes cannot be made to your Summer Contract.

<u>Fees are due every Friday by noon</u>. Fees will be processed on Friday

afternoons. \$30/day for full-time, \$32/day for part-time.

See your parent folder for your individual summer contract. You will be charged the FT rate if you are signed up Monday thru Friday for 8 out of the 10 ½ weeks. Anything less than 8 weeks is part-time. A late fee of \$10.00 will be charged each time fees are not paid <u>by noon</u> on the due date on the contract. Remember, S'more Fun

accepts credit cards!

Additional Fees: A \$35.00 activity fee per family is due along with your Summer

Contract on or before April 30. This fee covers some local field trip costs, lunches on site, crafts, outdoor supplies. There are some all-day field trips that require an extra charge to cover admission and full-day bus costs. This will be added on to your fees if your child is

attending these days.

Drop-off and Pick-up:

Drop off and pick-up your child in the S'MORE FUN room. You may come through the south playground doors. Please sign-in and out your child everyday.

Bring everyday:

- A lunch and beverage (unless otherwise noted on the calendar) If your child forgets their lunch, we cannot provide one.



- A backpack/bag
- Comfortable walking shoes for walking field trips
- Water bottle (especially on walking field trip days!) *this is highly recommended.*
- A book or journal (for 15-30 minutes of reading/journal time each day)
- A fanny pack or wrist pack. (These are recommended because many days the children bring extra spending money and often have nowhere to keep it). Staff cannot be responsible for children's money.
- Sunscreen (can be left in child's cubby throughout the summer) If your child does not have sunscreen we cannot provide it.

 Northwest Como S'more Fun is not responsible for sunburns. Please label your child's sunscreen.

LABEL ALL OF YOUR CHILD'S BELONGINGS. WE WILL HAVE A S'MORE FUN LOST AND FOUND, BUT WE ARE NOT RESPONSIBLE FOR LOST ITEMS.

Lunches:

The refrigerator may be used for keeping necessary items cold (beverages and certain sandwiches), but we cannot store entire lunches in the refrigerator. Please put names on beverages and sandwiches if you need them refrigerated.

S'more Fun cannot microwave items.

For some field trips your child may need to bring a disposable lunch. Please check the calendar for these days.

Calendar:

You will receive a calendar of field trips and activities for June, July, and August. There will be a key on the calendars showing what each child needs to bring each day. *Please check the calendar daily so that you know what the activity is for the day and so that your child brings the appropriate items for that day*. The start-times for any field trips and activities will also be posted. S'MORE FUN staff and children cannot wait for someone who does not arrive in time for a field trip.

***** PLEASE CHECK NOTES THAT MAY BE POSTED BY THE SIGN-IN/OUT BOOK DAILY - IMPORTANT INFO OR CHANGES IN ACTIVITIES MAY OCCUR.

Attendance: If your child will not be attending, please call us at 651-487-5626.

Also let us know if you will be picking up your child at a different time

than usual, or if someone else will pick up your child.

<u>Cubbies:</u> We have cubbies available to keep items in (i.e. sunscreen).

However, these cubbies are small and children may have to share. **Please LABEL all items with your child's name**. Items such as

swimsuits and towels need to be taken home each day.

Swimming/Water activities:

We will have many swimming days and other water activity days. Please send a swimsuit, towel, and backpack. It is encouraged that children apply sunscreen prior to arriving at S'MORE FUN. Staff will assist willing participants in applying their sunscreen, usually after

lunch and/or before the swimming trip.

Bookmobile:

The St. Paul Bookmobile will be across the street every Wednesday from 9:30-10:00. If your child has a library card, he/she can bring it to check out books.

AGAIN, PLEASE LABEL ALL OF YOUR CHILD'S BELONGINGS and PLEASE CHECK THE CALENDAR EVERYDAY!

We anticipate a fun and busy summer! Any questions, please call us at 487-5626.



If your child is not enrolled in the school-year program, there is more information from our Parent Handbook on the following pages.